

Process for Revisions and Changes to the Statewide Transfer Associate Degree Agreements

Direct Transfer Agreement and Associate in Science –Transfer Agreement

1. Raise as a JAOG issue: Anyone with a proposed revision to the statewide transfer associate degree agreements (the DTA or AS-T agreements) may ask a JAOG member to place that idea or proposal on the JAOG agenda.
2. JAOG discussion: JAOG will make a determination about the following issues:
 - Should the proposal go forward for broad discussion? Who needs to be informed of the potential change?
 - How much time for discussion is needed?
 - Does the change conform to other transfer policy?
 - On what date, or by what term and year, would the change go into effect?
3. Broad discussion among stakeholders: JAOG will define a process and timeline for discussions within and among institutions, ICRC, and others, including faculty, staff, and students with interests related to the proposed change.
4. Loop back to JAOG and further broad discussion (if needed)
5. Share draft final recommendation among stakeholders indicating what input was or was not included in the final proposed change.
6. JAOG recommendation: If the discussions result in support for a recommended change, JAOG will recommend that the academic leadership of the state's public and independent institutions party to the agreement under consideration approve the proposed changes to the agreement effective by the date set by JAOG.
7. Academic leadership approvals: The CTC Instruction Commission, the Interinstitutional Committee of Academic Officers (ICAO) and representatives of the academic leadership of each independent institution party to the agreement will transmit their approval of the proposed change(s) to JAOG to ensure a coordinated response.

HECB Adoption: By virtue of HECB staff participation in JAOG, the HECB will be updated on the policy discussion as the issue moves through these steps. After step 6, JAOG will advise the ICAO, IC and ICW of the community's agreement on the proposed change(s) and will assist those leadership groups in forwarding a recommendation to the HECB for adoption of the proposed change. Policies adopted by Board resolution at a regularly scheduled meeting become effective on the date of adoption, or other date if so specified in the resolution.

MRP agreements: Major Related Program agreements are degree pathways that follow one of the two statewide transfer agreements (DTA or AS-T agreements). The MRPs are based on negotiated agreements by MRP workgroups and may be updated or altered via the following process:

- Alert the institution's or sector's JAOG member of the need for a change.
- When the proposed change will make substantive changes to the pre-requisites to majors and thus affect lower division course taking, JAOG member will bring the issue to the group's attention.
- Upon discussion, JAOG will establish an appropriate review process for updating the MRP agreement. In a process consistent with the initial process for development and approval of the statewide MRP agreements, changes to the agreements that affect lower-division course taking will require review by JAOG and approval by those institutions signatory to the agreement.
- If the changes under review by JAOG alter the published transfer associate degrees, JAOG will establish an implementation timeline appropriate to the type of proposed change with a goal of minimizing impact on students already enrolled and progressing under the existing agreement.